

Action Items

WA-Trans Steering Committee Action Items List			
What	Who	When	Status
Speak with Susan Leffler about video-conferencing problems	Tami	ASAP	Complete
Schedule next years meetings so they are not on Monday	Tami	After October meeting	Assigned
Tell Michael or Tami if you wish to participate in JAD sessions for development of requirements for data user and data provider WA-Trans web portals this fall.	Steering committee members	Now or when announced	Assigned
Test Pierce County data in WA-Trans as described in notes	Chuck	When Michael says he is ready	Assigned
Set up database for contact information as decided	Michelle and Brian	ASAP	Assigned
Take care of city code crosswalk as decided	Michael	ASAP	Assigned
Find out the relationship between county surveyors and the state surveyors	Lurleen	July 17, 2006	Assigned
Provide Tami with information about costs, lessons learned and suggestions from work with Pend Orielle County	Ian	Upon near completion of that effort.	Assigned
<i>Add requirement to Data User Requirements regarding who our users are</i>	<i>Michael</i>	<i>April 24, 2006</i>	<i>Assigned</i>
<i>Itemize and outline straw dog process for piloting how we deal with jurisdictions with no data.</i>	<i>Cathy, Ian, Wendy</i>	<i>April 24, 2006</i>	<i>Assigned</i>
<i>Try to find US Forest Service and/or National Park representative for the WA-Trans Steering Committee</i>	<i>Tami</i>	<i>ASAP</i>	<i>In Process - William Kaiser is our initial contact. That may change.</i>
<i>Document the process(es) for establishing agreement points</i>	<i>Ken, with Michelle & Chuck</i>	<i>April 24, 2006</i>	<i>In Process</i>
<i>Add versioning to all architecture, processes and policy documents</i>	<i>Michael</i>	<i>Jan. 23, 2006</i>	<i>In process</i>
<i>Combine letter of support from emergency management with GECCO</i>	<i>Ian</i>	<i>Jan. 23, 2006</i>	<i>In Process</i>

Note: *Italicized items are prior to current meeting but are still outstanding unless otherwise stated.*

Meeting Date: 07/24/2006

Action Items

WA-Trans Steering Committee Action Items List			
What	Who	When	Status
<i>Develop draft process for inventory of gaps in data (including attribution) for prioritization of data acquisition</i>	<i>Cathy U.</i>	<i>Jan. 23, 2006</i>	<i>Assigned</i>

WA-Trans Steering Committee Tabled Action Items			
What	Who	When	Status
<i>Check with WSDOT Pedestrian and bike people about data</i>	<i>Tami</i>	<i>August 23</i>	<i>Assigned</i>
<i>Check into WA Bicycle Alliance with non-motorized staff person at PSRC</i>	<i>Jerry</i>	<i>August 27</i>	<i>Assigned</i>
<i>Work with WAGIC to get the standards published on the Internet in better shape.</i>	<i>Ian</i>	<i>After receiving feedback</i>	<i>Assigned</i>
<i>Meet with the WSDOT assistant Attorney General to discuss this issue and get guidance on what our options are.</i>	<i>Tami</i>	<i>When completed with Tier 2 description and issues</i>	<i>Assigned</i>

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